

Inter-Campus Request Form for a Journal Article or Book Chapter

Use a separate form for each item and complete all details in **BLACK / BLUE** ink.

NAME: _____ **ID NUMBER:** _____
(FAMILY NAME) (FIRST NAME)

<input type="checkbox"/> Undergraduate <input type="checkbox"/> Postgraduate/Honours <input type="checkbox"/> Special borrower

<input type="checkbox"/> University staff School/Campus (if University Staff): _____ Box: _____ Phone: _____ Email : _____

Not needed after (date): _____

Flexible Library Services clients only:

Send form to Flexible Library Services, University of Tasmania, Locked bag 1312, Launceston 7250 or fax to 03 6324 3362.

LIBRARY LOCATION & CALL NUMBER: _____
(example Art Serial N 7400 .A84)

ARTICLE

Serial Title: _____

Volume Number: _____ Issue Number: _____ Year: _____ Pages: _____

Author: _____

Title of Article: _____

BOOK

Title: _____

Author: _____ Year _____

Chapter Number or Title: _____

Author of Chapter or Page Numbers: _____

COMMENTS _____

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I WILL COLLECT THE ITEM FROM:

- Art Library
- Buttfield Library (Burnie Hosp.)
- Clinical Library
- Launceston Campus Library
- Cradle Coast Campus
- Law Library
- Morris Miller Library
- Music Library
- Ramsay Library, LGH
- Science Library

Flexible Library Services clients only:

- Post to semester address (Registered clients)
- Address: _____

SIGNED: _____ **DATE:** _____

Library Staff use only

Date request sent: _____

- A ___ Not on shelf: day 1 ___; 2 ___; 3 ___; 4 ___
- B ___ Not available for loan. Reason: _____
- C ___ Not held because withdrawn, issue or item missing/not received, cancelled _____
- D ___ Requester please re-check - incorrect citation/call no. or insufficient details. Other: _____